



NORFOLK FEDERATION OF WIs
Charity Reg. No. 227411

The WI Advisers invite you to a
Treasurers' Workshop

Federation Office, Norwich NR1 3LY

Monday 28th February

2.00pm-4.30pm OR 6.00pm-8.30pm

£6.00 (including tea/coffee and biscuits)

Topics will include:

- The job of the Treasurer
- WI financial in general
- Dealing with "Petty Cash"
- Practical Bookkeeping for WI Treasurers
- And most of allHelpful hints to make it easier

Tickets will be allocated from 31st January 2022

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TREASURERS' WORKSHOP
28th February 2022

.....WI

Name.....☎.....

Address.....

.....Post code.....

email.....

Please tick your preferred time: 2 - 4.30pm 6 - 8pm or either

Please email Helen at admin@norfolkwi.org.uk to book or complete the application form and return to the office, Evelyn Suffield House, 45 All Saints Green, Norwich NR1 3LY

By cheque made payable to NFWI, on the reverse write "T workshop" and the name of your WI

By BACS: To NFWI Sort Code 08-92-99 Account No. 65431449

Payments should be referenced with your Surname, WI and "T workshop"

**Please be advised that all events are subject to Government regulations for gatherings.
The Federation cannot be held responsible for events that are cancelled or postponed**

Please bring ticket or email confirmation with you

FOR OFFICE USE ONLY **Please do not staple cheques to this form**

Date received.....Amount..... P I Cash BACS

Date sentPost Email

Treasures Workshop 28th February 2022

.....WI

Name(s)

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